

## WORK PROGRAM

June 2004

	Completed Projects	Work Session		Public Hearing	Project Leader	Project Status
		Date	Comments	Date		
1	<u>Res Den Upper Swift Creek Watershed Area Plan &amp; rel. Ords.</u>			01/18/00	J. Bowling	CPC set PH on 1/18/00; CPC rec. app. & forwarded to BOS for consideration; BS approved on 3/15/00.
2	Ordinance Amendment relating to Planning Fees.	03/21/00	CPC Committee rep: Dan Gecker	03/21/00	T. Jacobson, D. Burrell	BOS app. in conj. w/adopt. Co. Budget 4/12/00. 10/17/00 - CPC recommended approval of revised fees and forwarded to BOS for public hearing; Board set public hearing date of 12/20/00; BOS approved on 12/20/00.
3	Disclosure Forms for Site Plan and Subdivision Requests.	05/16/00			A. Wortzel	CPC requested staff forward recommendation to BOS requesting inclusion in the County 2001 Legislative Package for State authority to require disclosure forms for site plan and subdivision requests.
4	Code Amendment re: Off-Track Betting Facilities in C-3, C-4 & C-5 Districts.			06/20/00	B. Rogers, A. Wortzel	CPC forwarded rec. to BOS for approval in C-5 District with Conditional Use; 7/26/00-BOS approved OTB Facilities in I-3 District only with Conditional Use.
5	Code Amendment re: Off-Track Betting Facilities in A, I-1, I-2 and I-3 Districts.			07/18/00	B. Rogers, A. Wortzel	CPC forwarded to BOS w/rec. for approval with Conditional Use; 7/26/00-BOS approved OTB Facilities in I-3 District only with Conditional Use.
6	Subdivision Ordinance Amendment relating to Illegal Parcel Splits.			09/19/00	D. Hainley	CPC forwarded to Board of Supervisors with rec. of approval; Board approved on 10/11/00.
7	CPC By-Laws/Procedures.		Committee (R. Gulley; D. Gecker)	N/A	A. Wortzel., B. Rogers	CPC adopted By-Laws/Practices & Procedures on 10/17/00; Staff to meet w/customers to explain new By-Laws & Procedures; Completed 12/01/00.
8	<u>Southern Jefferson Davis Corridor Plan.</u>			11/16/00	J. Bowling	CPC set public hearing date of 11/16/00; CPC forwarded to BOS with recommendation for approval; BOS approved on 1/10/01.
9	Proposed 2001-2002 Planning Department Major Projects.	11/16/00			T. Jacobson	Discussion; CPC recommended approval and forwarded to BOS for consideration through Planning Department annual budget.
10	Subdivision Ordinance Rewrite.	12/19/00.		11/16/00	D. Hainley	CPC set public hearing date for 11/16/00; CPC closed PH & scheduled discussion/recommendation at the 12/19/00 work session; CPC forwarded to BOS with recommendation for approval; BOS set public hearing date of 2/21/01; BOS approved on 02/21/01.
11	Amdmt. Sub. Ord. re: definition of frontage & subdiv. as related to road stripping (family splits).	12/19/00.		11/16/00.	D. Hainley	CPC set public hearing date of 11/16/00; CPC closed PH & continued discussion to 12/19/00 work session; CPC forwarded to BOS with recommendation for approval; BOS set public hearing date of 2/21/01; Items included w/Subdivision Ords. Amdmts approved by BOS on 02/21/01.
12	Ordinance regarding Requiring BMP Maintenance by Developers.			01/16/01	T. Jacobson	CPC deferred decision to set public hearing to 12/19/00 work session & requested staff draft letter to BOS outlining CPC's caseload for December 2000; CPC set 01/16/01 for public hearing; CPC forwarded to BOS w/rec. for approval with modifications; BOS set public hearing date of 3/14/01; BS approved on 3/14/01.

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June 2004

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13	Sign Ordinance Amendment.			10/19/00; 12/19/00; 02/20/01.	G.Allen, Z.Robbins	CPC defer'd. to 10/19/00 work sess for further disc.; CPC sched. for disc./pub. hearing on 12/19/00; CPC public hearing sched. on 2/20/01; CPC forwarded to Board of Supervisors with a rec. for app. w/modifications; BOS set public hearing date for 4/25/01; BOS approved on 4/25/01.
14	Electronic Message Centers			02/20/2001.	G. Allen	BOS granted an additional extension to allow consideration in conjunction with proposed Sign Ordinance Amdmts; BOS to set public hearing; Included with Sign Ord Amdmts forwarded to BOS on 2/20/01 w/rec of app; BOS set public hearing date for 4/25/01 BOS approved on 4/25/01.
15	Site Plan Process Review.	02/20/01	Committee: P. Cunningham & S. Litton).		K. Turner	Committee to meet w/Site Work Contractors 9/21/00; Group meeting participants responding to survey to identify priorities for process imps & enhancements; Committee to present rept to CPC; Completed 2/20/01 w/continued periodic Committee meetings and updates to CPC.
16	Joint Board of Supervisors and Planning Commission Meeting re: Growth Management.				T. Jacobson	Date to be determined; Scheduled for 2/24/01; Completed; 4/25/01-BOS approved funding for Growth Phasing Analysis to test the Comprehensive Plan.
17	Proposed Policy re: Appointment of Agents for BOS/CPC Initiated Zoning Cases.	02/20/01.			B. Rogers	Work Session 2/20/01; CPC recommended approval; BOS consideration scheduled for April 4, 2001; Awaiting Board action; BOS approved on 5/23/01.
18	Manufactured Home Park/District Ordinances and Redevelopment Strategy.	12/19/00; 01/16/01; 2/20/01; 3/20/01; 4/10/01; 6/19/01.	Committee (P. Cunningham & H. Marsh)	10/19/00; 4/10/01; 05/15/01.	T. Barclay	Staff actively pursuing violations; CPC closed PH & def'd to 12/19/00 for further disc; Def'd. to 01/16/01; Committee to update CPC & ask CPC to set PH; CPC sched. disc. @ 3/20/01 work sess. & set public hearing for 4/10/01; CPC requested info from Fire Dept. re: min. standards for emergency accesses & sched. work session at 5pm on 4/10/01; CPC scheduled public hearing 05/15/01; Def'd to 6/19/01 Work Session to review revised Draft Ordinance and make recommendation; Staff to provide info to industry attorneys for review and comment; CPC rec app w/modifications & forwarded to BOS for public hearing; BOS scheduled Work Session w/staff on 08/22/01; BOS Work Session held on 08/22/01; BOS public hearing date set for 11/14/01; BOS approved on 11/14/01.
19	Family Day Care Home Regulations.	03/20/01; 05/15/01.	Committee: D. Gecker and S. Litton.	06/19/01	B. Rogers	Awaiting further direction from CPC; CPC members appt'd to committee; Committee to begin work Jan 2001; Staff provided proposal to Committee in Jan 2001; Committee met with reps of family day care home regs on 2/26/01; Discuss @ 3/20/01 wrk sess.; Committee to meet on 5/09/01 with family day care representative to present proposed Ordinance amendments; CPC Work Session Discussion 05/15/01; CPC set public hearing date for 6/19/01; CPC recommended approval & forwarded to BOS for public hearing; BOS scheduled for public hearing on 08/22/01; BOS approved on 08/22/01.

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June 2004

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20	Proposed Code Amendment to require developers of apartment developments in the Swift Creek Reservoir Watershed to provide financial assurance in the amount of \$100 per dwelling unit for maintenance of BMPs under certain circumstances.	05/15/01		06/19/01	J. Salvati	CPC set public hearing date for 06/19/01 to consider proposed Code Amendment; CPC recommended approval and forwarded to BOS for public hearing; BOS scheduled for public hearing on 08/22/01; BOS approved on 08/22/01.
21	Proposed Ord. Amdmt. Relating to Massage Clinics.	02/20/2001; 3/20/01; 5/15/01; 06/19/01.	Committee: Gecker, Gulley, Ash, Umberger, Castleman	07/17/01	B. Rogers	CPC to appoint committee: CPC appointed committee and indicated desire to add member of clergy to committee; Requested staff forward memo to BOS granting time extension to 10/16/01 to make rec on ZO & other Code Amdmts re: Massage Clinics; 3/20/01-CPC took no action re: clergy apptmt. but agreed to continue to recruit interested parties wishing to serve; Appointed Committee to schedule meeting; Committee to meet 5/11/01; CPC updated 5/15/01; Committee Meeting 5/31/01; CPC set public hearing for 7/17/01; CPC recommended approval and forwarded to BOS for public hearing; Staff to request Board schedule public hearing in September 2001; BOS set public hearing date for 09/26/01; BOS approved on 09/26/01.
22	Proposed Code Amendment to Section 19-5 relating to Zoning Violations.	06/19/01		07/17/01	T. Barclay, R. Robinson	CPC set public hearing date of 7/17/01; CPC recommended approval and forwarded to BOS for public hearing; BOS set public hearing date of 09/26/01; BOS approved on 09/26/01.
23	Proposed Code Amendment relating to Flag Restrictions.	06/19/01		08/21/01	G. Allen	CPC set public hearing date of 8/21/01; CPC forwarded to BOS for consideration w/recommendation for approval of Exhibit B and denial of Exhibit C; BOS set public hearing date of 10/10/01; BOS approved on 10/10/01.
24	<u>Eastern Midlothian Plan</u> - Community Initiative Implementation.	Periodic updates.			B. Fassett	Community meetings monthly; Staff providing administrative support.
25	Ordinance Amendment relating to Prohibited Activities in Designated Floodplain Areas in Upper Swift Creek Watershed.	04/17/01; 05/15/01; 06/19/01; 07/17/01; 08/21/01; 09/18/01.		05/15/01.	Dick McElfish	Ordinance referred by BOS to Commission for consideration; Discussion of, and set public hearing date to consider, Code Amendment relating to Prohibited Activities in Designated Floodplain Areas; CPC scheduled for public hearing on 5/15/01 & requested staff notify, disseminate info and conduct meetings with public; CPC deferred to 6/19/01 Work Session to discuss issues raised at 5/15/01 mtg. and directed staff to request BOS to grant 60 day extension to review and make recommendation; BOS granted time extension to Aug 2001; Staff to bring back @ 7/17/01 Work Session for further discussion of revisions/alternatives; Deferred to 08/21/01 CPC Work Session for action; CPC forwarded to BOS with rec for denial; CPC to prepare statement of options to be discussed at 09-18-01 work session; CPC forwarded amended statement to BOS for consideration; Staff requested BOS set public hearing date on 11/28/01; BOS approved on 11/28/01.

## WORK PROGRAM

June 2004

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26	Proposed Code Amendment relating to Previously Zoned Property.	<del>06/19/01; 08/21/01</del>		<del>09/18/01</del>	B. Rogers, A. Wortzel	CPC scheduled Work Session discussion on 8/21/01; Staff to request BOS grant a 60 day extension for review and recommendation; CPC scheduled for public hearing on 09/18/01; CPC recommended approval of Sections 19-16 & 19-17 and denial of Section 19-26; Staff to request BOS to set public hearing in November 2001, Staff requested BOS set public hearing on 11/14/01; BOS approved on 11/14/01.
27	Joint Board of Supervisors/Planning Commission Seminar Follow-up on Growth Management.				T. Jacobson	Staff preparing information packet in response to seminar questions and requests; Provided CPC with information packet (See Growth Phasing Analysis).
28	Code Amendment relative to Advertisement Amendments.	<del>10/16/01</del>		<del>10/16/01</del>	R. Robinson	Staff to prepare draft document for CPC review; CPC set date of 10/16/01 for public hearing to consider prop. Amendment; CPC forwarded a recommendation of approval to BOS to set public hearing date; Staff to request Board to set public hearing in December 01; BOS scheduled public hearing date on 12/19/01; BOS approved on 12/19/01.
29	Code Amendment relative to Prohibition of High Hazard Uses.	<del>9/18/01</del>		<del>10/16/01</del>	K. Turner, R. Robinson	Staff to prepare draft document for CPC review at 09/18/01 Work Session; CPC set 10/16/01 as public hearing date; CPC forwarded a recommendation of approval to BOS to set public hearing date; Staff to request Board to set public hearing in December 01; BOS scheduled public hearing date on 12/19/01; BOS approved on 12/19/01.
30	Route 360 Design Study.				T. Jacobson, G. Allen	Periodic updates; Committee forwarding letter to BOS requesting Corridor Plan; Corridor design standards and Comprehensive Corridor Plan being discussed; Completed.
31	Site Plan Appeal Review.	<del>08/21/01-CPC; 09/18/01-CPC; 10/16/01-CPC.</del>		<del>11/20/01-CPC; 12/18/01-CPC; 02/13/02-BOS; 04/10/02-BOS</del>	R. Robinson; G. Allen	To be discussed with CPC Site Plan Process Review Committee; Draft amendment prepared for discussion with CPC Site Plan Process Review Committee in June 01; Staff draft report/recommendation @ 8/21/01 work session; CPC directed staff to revise proposed Ordinance to retain existing appeal process with timing to comply with State law; suggested there be specific determination of when a person has aggrieved status; how determination made and by whom and if decision is appealable; CPC suggested revisions and requested staff provide revised info at 10/16/01 work session; CPC set public hearing date on 11/20/01; CPC suggested revisions and deferred to 12/18/01 for further discussion/action; CPC forwarded to BOS w/rec. for approval on 12/18/01; Staff to request Board to set public hearing date; BOS scheduled for public hearing on 02/13/02; BOS deferred to 04/10/02; BOS approved on 04/10/02.
32	Regulations pertaining to the Keeping of Cats.	<del>05/15/01-CPC; 10/16/01-CPC.</del>			B. Rogers	CPC requested staff prepare draft Ordinance for consideration limiting the number of cats in Residential Districts to four (4) in Oct. 01; CPC tabled indefinitely.
33	Planning Commission Seminar Follow-up.				T. Jacobson	Discussion to be scheduled at CPC's request; No Action.
34	Guidelines for Review of Sub. Accord Determination and/or Zon. Approval for Communications Tower Locations re: Lighting Requirements.	<del>Periodic updates; 01/15/02-CPC.</del>			B. Rogers	Staff to monitor Federal Aviation Agency lighting requirements for modifications to standards; Staff to research and schedule discussion with CPC at a future date; Staff to prepare a proposed amendment to policy for CPC/BOS consideration; CPC scheduled for Work Session discussion on 01/15/02; CPC recommended approval and forwarded to BOS for consideration; BOS consideration pending; BOS scheduled for consideration on 02/27/02; BOS approved on 02/27/02 & requested that CPC perform further study on issues raised by developer.

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35	Architectural Design Standards for Route 360 West Corridor.	12/18/01 CPC; 01/29/02 CPC.		01/29/02 CPC	T. Jacobson, G. Allen	Deferred discussion re: architectural design standards for Rt. 360 West Corridor to 11/20/01; public hearing date to be determined at later date; CPC directed staff to bring back @ 12/18/01 Work Session to consider setting a future work session and public hearing date in Jan/Feb 2002; CPC scheduled for Work Session discussion @ 4pm on 01/29/02 & public hearing @ 7pm; CPC recommended approval and forwarded to BOS for consideration; Staff to request BOS to set public hearing date; BOS set public hearing date of 04/10/02; BOS approved on 04/10/02.
36	Code Amendment relative to Adult Day-Care Within Homes.	01/15/02 CPC; 02/19/02 CPC			T. Jacobson	Board of Supervisors referred to Planning Commission for review and comment; CPC scheduled for Work Session discussion on 01/15/02; CPC requested staff provide additional research/statistical information and schedule for discussion @ 02/19/02 Work Session; CPC directed staff to include the proposed Code Amendment in the Residential Development Amendments project on the Work Program and to prepare a request to the BOS for an indefinite extension of time to review/make a recommendation on the proposed Amendment; BOS granted indefinite extension on 03/13/02; For future reference, see information in Residential Development Amendments Project listed under Major Projects - Pending Planning Commission.
37	Review Effectiveness of Best Management Practices.	03/19/02 CPC			J. Salvati	Final report discussion with Commission to be scheduled; CPC requested staff include research re: alternative water quality methods; Staff available in March 2002 for status update of project; Staff to update CPC at 03/19/02 Work Session; No further action necessary; Project completed.
38	Ordinance Amendment relative to Location of Adult Uses.	11/20/01CPC- 01/15/02CPC.	(Committee: D. Gecker & S. Litton)	02/19/02CPC- 04/10/02BOS- 05/22/02BOS; 05/29/02BOS	T. Jacobson, R. Robinson	CPC appointed subcommittee; Future meetings to be scheduled; Committee meeting scheduled on 10/30/01; Commission directed staff to request that the Board of Supervisors grant a sixty (60) day extension for further review and to make a recommendation on the proposed Amendment; BOS granted extension; Committee meeting scheduled 12/11/01; CPC scheduled for Work Session discussion on 01/15/02 & to set pub hearing in Feb 02; CPC scheduled public hearing on 02/19/02 at 7pm; CPC forwarded to BOS w/recommendation for approval with modifications by CPC; BOS set public hearing date of 04/10/02; BOS deferred to 05/22/02; BOS deferred to 05/29/02; BOS approved on 05/29/02.
	Policy relating to "Bumping" of Zoning Requests.	06/18/02CPC			B. Rogers	Administrative policy to be presented at 06/18/02 Work Session; Completed.

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	Code Amendment relating to Planning Fees.	01/15/02-CPC; 03/19/02-CPC; 04/16/02-CPC		03/19/02CPC; 04/16/02CPC; 04/24/02BOS; 06/26/02BOS	G. Larson	CPC scheduled for Work Session discussion on 01/15/02; CPC to establish committee to review: CPC requested staff discuss @ Feb. Quarterly Developers' Meeting & to provide additional info. @ 02/19/02 Work Session at which time the Commission may schedule a public hearing date; CPC scheduled for public hearing on 03/19/02; CPC deferred action on Commission-initiated proposal and set public hearing on 04/16/02 to consider Administration-initiated proposal; 04/16/02-CPC forwarded to BOS with recommendation for approval of Commission-initiated proposal of 7%, with changes recommended by staff relating to subdivision per lot charges remaining at \$5.00 and recommendation for denial of County Administration-initiated proposal; BOS held public hearing on 04/24/02; BOS deferred action to 06/26/02 meeting; BOS approved on 06/26/02.
	<u>Parks and Recreation Master Plan.</u>	04/17/01-CPC; 10/23/01-CPC; 11/20/01-CPC; 12/18/01-CPC; 01/29/02-CPC.		04/16/02-CPC; 07/24/02-BOS.	Mike Golden	Discuss proposed <u>Parks &amp; Recreation Department Master Plan</u> & appoint Committee representatives at 4/17/01 Work Session; No appointees to committee; Commissioners to attend PRAC meetings for their districts; CPC scheduled special work session on 10/23/01; CPC to discuss at 11/20/01 Work Session; CPC requested additional information & directed staff to bring back @ 12/18/01 Work Session to consider setting a future work session date in Jan/Feb 2002; CPC scheduled for Work Session discussion @ 4pm on 01/29/02; CPC scheduled for public hearing at 7pm on 04/16/02; 04/16/02-CPC recommended approval of the proposed <u>Parks and Recreation Master Plan</u> , as presented, and, further, recommended approval of removal of the 1994 adopted <u>Parks and Recreation Master Plan</u> from <u>The Plan for Chesterfield</u> , the County's Comprehensive Plan; Parks and Recreation Dept. staff to request BOS to set a public hearing; BOS set public hearing date on 07/24/02; BOS approved on 07/24/02.
	<u>Consolidated Eastern Area Plan</u> and related Ordinances.	Periodic updates; 10/23/01-CPC; 11/20/01-CPC; 12/18/01-CPC; 01/29/02-CPC.		01/29/02-CPC; 05/22/02-BOS; 06/26/02BOS; 08/28/02BOS.	J. Bowling	Data collection/Analysis and On-going meetings with public; CPC scheduled special work session on 10/23/01; CPC to discuss at 11/20/01 Work Session; CPC directed staff to bring back @ 12/18/01 Work Session to consider setting a work session date in Jan/Feb 2002; CPC scheduled for Work Session discussion @ 4pm and public hearing @ 7pm on 01/29/02; CPC forwarded to BOS w/recommendation for approval, as presented, on 01/29/02; Staff to request BOS to set public hearing date; BOS set public hearing date on 05/22/02; BOS deferred to 06/26/02; BOS deferred to 08/28/02; BOS closed public hearing and deferred action to 09/18/02; On 09/18/02, BOS approved

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	Minor Ordinance Amendments (Items A through N).	06/18/02-CPC		07/16/02CPC; 09/18/02-BOS	B. Poole	Draft amendments to be presented/reviewed with Commission at 06/18/02 Work Session; CPC scheduled public hearing on 07/16/02; CPC recommended approval of 14 Amendments; Requested staff analyze Zoning Ordinance Amendment relative to motor vehicle sales, service, repair in C-3 Districts and update CPC at 09/17/02 Work Session; Staff to request Board of Supervisors to schedule public hearing re: Ordinance Amendments acted upon; BOS scheduled public hearing on 09/18/02; On 09/18/02, BOS approved, per CPC recommendation.
	Subdivision and Zoning Ordinance Amendments re: Electronic Submission for Certain Site Plan & Subdivision Approvals and related fees.			08/20/02CPC; 10/09/02-BOS	D.McElfish	Staff to notify, and schedule meetings with, development community reps; CPC scheduled public hearing on 08/20/02; CPC recommended approval and forwarded to BOS for consideration; Staff to request BOS to schedule public hearing date; On 09/18/02, BOS set public hearing date on 10/09/02; On 10/09/02, BOS approved.
	<u>Water Quality Protection Plan</u> Amendment.	Periodic updates; 03/19/02-CPC; 05/21/02-CPC.		06/18/02CPC; 08/20/02CPC; 11/13/02-BOS.	J. Salvati, G. Larson	Staff is working with Chesapeake Bay Local Assistance Department (CBLAD); Staff to update CPC at 03/19/02 Work Session; CPC scheduled Work Session for 05/21/02; CPC scheduled public hearing on 06/18/02; CPC closed public hearing and deferred action to 08/20/02; Staff requested CPC appoint committee to develop specific language to be incorporated into proposed Ordinances; CPC recommended approval and forwarded to BOS for consideration; Staff to request BOS to schedule public hearing date; On 09/18/02, BOS set public hearing date on 11/13/02; On 11/13/02, BOS approved.
	Spot Blight Ordinance for Dilapidated Buildings.	Mar. 2002-CPC; 03/19/02-CPC; 04/16/02-CPC		09/17/02-CPC; 11/13/02BOS	B. Dupler, B.Fassett	BOS referred to CPC for study & recommendation; Staff to update CPC in Mar. 2002; Staff to update CPC at 03/19/02 Work Session; CPC scheduled work session discussion on 04/16/02; Staff to provide Commissioners w/list of examples of potentially blighted properties; Staff to schedule mtgs in districts w/individual Commissioners & constituents, notify constituents by letter and research "lien" issue; CPC scheduled public hearing on 09/17/02; On 09/17/02 CPC recommended approval; Staff to request BOS to schedule public hearing; On 10/23/02, BOS set public hearing date on 11/13/02; On 11/13/02, BOS approved.
	Zoning Ordinance Amendment Redefining Group Home.			09/17/02CPC; 11/13/02BOS	R. Robinson, B.Rogers	CPC scheduled public hearing on 09/17/02; On 09/17/02, CPC recommended approval; Staff to request BOS to set public hearing date; On 10/09/02, BOS set public hearing date on 11/13/02; On 11/13/02, BOS approved.

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June 2004

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	Review Residential Sidewalk Policy.	<del>05/15/01CPC;</del> <del>06/19/01CPC;</del> <del>09/18/01CPC;</del> <del>10/16/01CPC;</del> <del>11/20/01CPC;</del> <del>11/19/02CPC.</del>			D. Hainley	CPC agreed in concept w/proposed changes; subject to language clarification; Asked staff to determine if VDOT would accept a requirement for all sidewalks in right of way to be concrete; Scheduled for discussion at 10/16/01 work session; CPC deferred to 11/20/01 at development community request to allow review of proposal re: flexibility of design & location standards and to retain asphalt sidewalks, if private; CPC directed staff to present proposal at Developers' Quarterly Mtg. in Dec. 2001 for review/input & scheduled to be discussed at future CPC meeting; 01/17/02 meeting w/Messrs. Gulley, Litton & HBAR; Agreed to final changes; Subdivision Team to finalize/present to CPC for adoption; Staff to review w/Messrs. Litton & Gulley and, if necessary, HBAR; Project on hold pending work on Subdivision Lot Area Requirements; On 10/15/02, CPC requested staff investigate changes in min. public sidewalk widths from 4' to 5' & provide Commission with results & updated final draft policy in Nov. 2002; On 11/19/02, CPC approved.
	Amendment of Subdivision Ordinance relative to Street Access Requirements.	03/19/02-CPC		<del>04/16/02-CPC;</del> <del>06/26/02BOS;</del> <del>08/28/02BOS;</del> <del>09/18/02-BOS;</del> <del>10/23/02-BOS;</del> <del>11/26/02BOS.</del>	D. Hainley	Staff to prepare draft language and discuss with Commission at 03/19/02 Work Session; CPC scheduled public hearing on 04/16/02 to consider deleting the provision to address access requirements at the time of zoning; 04/16/02-CPC forwarded to BOS with recommendation of approval; Staff to request Board to set public hearing date; BOS scheduled public hearing on 06/26/02; BOS deferred to 08/28/02 for further review and discussion; On 09/18/02, BOS deferred to 10/23/02; On 10/23/02, BOS closed public hearing & deferred to 11/26/02; On 11/26/02, BOS approved.
	Amendment of Planning Commission By-Laws	12/17/02			T.Jacobson	On 11/19/02, CPC requested staff schedule for work session discussion at 12/17/02 meeting; On 12/17/02, CPC approved.
	General Assembly Mandated Ordinance Amendment relative to Property Owner Notification Ordinance.	12/17/02CPC		<del>01/21/03CPC;</del> <del>03/12/03BOS</del>	R.Robinson; B.Poole	On 11/19/02, CPC requested staff schedule for work session discussion at 12/17/02 meeting; On 12/17/02, CPC set public hearing date on 01/21/03; On 01/21/03, CPC recommended approval and forwarded to BOS for consideration; Staff to request BOS to set public hearing date; On 02/12/03, BOS set date of 03/12/03 for public hearing; On 03/12/03, BOS approved.
	Construction Runoff Pollution	3/18/03CPC			J. Salvati	On 02/18/03, CPC requested staff provide further update at 03/18/03 Work Session; On 03/18/03, staff provided CPC with updated action plan; Completed.



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	Review of Planning Fees	12/17/02CPC	(Committee: S. Litton, D.Gecker;S.Camp; C.Cartisle; D.Root; R. Schrum, Jr.; J. Moyler; Staff support: B.Dickson, A. Carmody and Co. Atty.)	02/18/03CPC; 03/26/03-BOS; 04/09/03-BOS	G.Larson; T.Jacobson; B.Poole	On 11/19/02, CPC appointed S. Litton & D. Gecker to Committee; Committee to be organized to include members of development community; Topic to be discussed at 12/17/02 work session; On 12/17/02, CPC appointed additional members to Committee to study issue and scheduled public hearing on 02/18/03; Committee meeting scheduled on 01/31/03; CPC public hearing on 02/18/03; On 02/18/03, CPC recommended approval and forwarded to BOS for consideration; BOS public hearing scheduled for 03/26/03; On 03/26/03, the Board heard public comment, closed the public hearing & deferred action to 04/09/03; On 04/09/03, BOS approved.
	Plaza Definitions and Standards.	04/16/02 CPC; 04/15/03 CPC			T. Jacobson; G.Allen	Staff to prepare draft language and discuss with Commission at 04/16/02 Work Session; Staff provided written update at 04/16/02 Work Session; Pending input from CPC and discussion with Lynn Crump of Austin Brockenbrough; Staff met w/Lynn Crump; On 02/18/03, CPC requested staff prepare standards for use in future zoning cases; On 04/15/03, Staff provided standards; Project completed.
	Minor Ordinance Amendment relative to Motor Vehicle Sales, Service and Repair in C-3 District.	06/18/02-CPC; 09/17/02-CPC		07/16/02CPC; 10/15/02-CPC- 11/13/02BOS; 12/18/02BOS; 01/21/03CPC- 01/22/03BOS- 05/28/03BOS	B. Poole	Draft amendments to be presented/reviewed with Commission at 06/18/02 Work Session; CPC scheduled public hearing on 07/16/02; CPC recommended approval of 14 Amendments; Requested staff analyze Zoning Ordinance Amendment relative to motor vehicle sales, service, repair in C-3 Districts and update CPC at 09/17/02 Work Session; Staff to request Board of Supervisors to schedule public hearing re: Ordinance Amendments acted upon - BOS set 09/17/02 for public hearing on 14 amendments; On 09/17/02, CPC set public hearing on 10/15/02; On 10/15/02, CPC recommended approval; Staff to request BOS to set public hearing date; On 10/23/02, BOS set public hearing date on 11/13/02; On 11/13/02, BOS deferred to 12/18/02; On 12/18/02, BOS remanded to CPC for public hearing on 01/21/03; On 01/21/03, CPC recommended approval & forwarded to BOS for consideration; Staff to request BOS to schedule a public hearing; On 01/22/03, BOS held public hearing and deferred Amendment to 05/28/03; Approved by BOS on 05/28/03.
	Ordinance Amendment re: BZA Fees.			05/20/03-CPC; 05/28/03BOS	G.Larson	On 04/15/03, CPC scheduled 05/20/03 for public hearing; On 05/20/03, CPC recommended approval & forwarded to BOS for consideration; BOS public hearing scheduled on 05/28/03; On 05/28/03 BOS approved.

## WORK PROGRAM

June 2004

	Completed Projects	Work Session		Public Hearing	Project Leader	Project Status
		Date	Comments	Date		
	Review/Modify Landscape Ordinances.	10/15/02-CPC; 02/18/03CPC; 04/15/03-CPC; 05/20/03-CPC		03/18/03-CPC; 06/18/03BOS	G.Allen	Staff provided information to CPC @ 05/21/02 mtg.; Draft recommendations anticipated in Fall 2002; Staff currently conducting meetings with Ordinance Review Team; On 09/17/02, CPC scheduled work session on 10/15/02; On 10/15/02, Commission was briefed on project & suggested items for additional study; Scheduled for discussion at 02/18/03 work session; On 02/18/03, CPC set date of 03/18/03 for public hearing; On 03/18/03, CPC closed public hearing; deferred to 04/15/03 & requested staff review/provide clarification relative to surety bonds; certification program; buffers in BMPs and ornamental versus utilitarian fencing; On 04/15/03, CPC deferred action to 05/20/03 CPC Work Session; On 05/20/03, CPC recommended approval & forwarded to BOS for consideration; Staff to request BOS to schedule public hearing; On 05/28/03, BOS set date of 06/18/03 for public hearing; On 06/18/03, BOS approved.
	Amendment to Subdivision/Zoning Ordinances to Legalize Existing Lots in Violation of the Subdivision Ordinance.	04/15/03-CPC		05/20/03-CPC; 06/18/03BOS	D. Hainley	On 03/18/03, CPC scheduled Work Session discussion on 04/15/03; Staff to request CPC to set May 2003 public hearing date; On 04/15/03, CPC scheduled 05/20/03 for public hearing; On 05/20/03, CPC recommended approval & forwarded to BOS for consideration; Staff to request BOS to schedule public hearing; On 05/28/03, BOS set date of 06/18/03 for public hearing; On 06/18/03, BOS approved.
	Demographic Trends re: Growth Projections.	06/19/03CPC			B.Handley	On 05/20/03, Staff to request CPC to schedule special Work Session date in June 03; On 05/20/03, CPC scheduled 06/19/03 for Special Work Session; On 06/19/03, Staff presented date; Project completed.
	Courthouse Area Design Overlay District and related Ordinances.			06/17/03CPC; 07/23/03BOS	J. Bowling	On 05/20/03, CPC scheduled public hearing on 06/17/03; Scheduled for BOS public hearing on 07/23/03; On 06/17/03, CPC recommended approval and forwarded to BOS for action; On 07/23/03, BOS approved.
	<u>Matoaca Village Plan</u> and related Ordinance Amendments.	Periodic updates; 05/20/03-CPC; 06/19/03CPC; 07/15/03CPC.		09/16/03CPC; 11/12/03BOS	J. Bowling	Work scheduled to begin Summer 2001; Staff to conduct planning process after completing current/committed projects; Data collection and analysis on-going; Citizen participation process on-going; Staff to complete draft Plan by Spring 2003; Citizen participation process continuing; CPC Work Session anticipated in Summer 2003; On 05/20/03, Staff to request CPC to schedule special Work Session date in June 03; On 05/20/03, CPC scheduled 06/19/03 for Special Work Session; On 06/19/03, at direction of CPC, staff to bring forward a request at 07/15/03 Work Session to set public hearing for 09/16/03; On 07/15/03, CPC set date of 09/16/03 for public hearing; On 09/16/03, CPC recommended approval of <u>Plan</u> and related Ordinances; Staff to request BOS set public hearing date; On 10/08/03 BOS set date of 11/12/03 for public hearing; On 11/12/03, BOS approved.

## WORK PROGRAM

June 2004

Completed Projects	Work Session		Public Hearing	Project Leader	Project Status
	Date	Comments	Date		
Residential Lot Area Definition.	10/15/02-CPC; 06/17/03CPC; 07/15/03CPC; 08/19/03CPC		09/16/03CPC; 11/12/03BOS	T.Jacobson; B.Fassett; D.Hainley	Staff to bring forward for discussion at October 2002 10/15/02 Work Session; On 09/17/02, CPC scheduled work session on 10/15/02; On 10/15/02, CPC requested staff explore options and bring back info @ future date; Staff to meet w/residential development community in late January 03; Staff meeting with residential development community members scheduled for 02/10/03; Staff to meet with residential development community on 03/11/03; Met on 03/11/03; Staff to prepare Subdivision Ord. Amendmt. re: splitting of lots with environmental features for future discussion; On 04/15/03, Scheduled for discussion at 06/17/03 CPC Work Session; On 06/17/03, CPC scheduled for discussion at 07/15/03 Work Session; On 08/19/03, staff to request CPC to schedule followup discussion; On 08/19/03, CPC set date of 09/16/03 for public hearing; On 09/16/03, CPC recommended approval; Staff to request BOS set public hearing date; On 10/08/03, BOS set date of 11/12/03 for public hearing; On 11/12/03, BOS approved.
Zoning Ordinance Amendment relative to display of banners advertising onsite activities of nonprofit organizations			9/16/03CPC; 11/12/03BOS	G.Allen	On 08/19/03, CPC set date of 09/16/03 for public hearing; On 09/16/03, CPC recommended approval; Staff to request BOS set public hearing date; On 10/08/03, BOS set date of 11/12/03 for public hearing; On 11/12/03, BOS approved.
Zoning Ordinance Amendment to allow signs to be placed in the ultimate road right of way subject to a license from the County.			09/16/03CPC; 11/12/03BOS	B.Poole	On 08/19/03, CPC set date of 09/16/03 for public hearing; On 09/16/03, CPC recommended approval; Staff to request BOS set public hearing date; On 10/08/03, BOS set date of 11/12/03 for public hearing; On 11/12/93, BOS approved.
Special Exception/Conditional Use Ordinance Amendment.	07/15/03CPC; 09/16/03CPC		08/19/03CPC; 11/12/03BOS; 11/25/03BOS	B. Rogers	On 06/17/03, CPC added project to Work Program; Staff to request CPC to set public hearing date in August 2003; On 07/15/03, CPC set date of 08/19/03 for public hearing; On 08/19/03, CPC conducted & closed public hearing; deferred action to 09/16/03; On 09/16/03, CPC recommended approval of Option B; Staff to request BOS set public hearing date; On 10/08/03, BOS set date of 11/12/03 for public hearing; On 11/12/03, BOS closed public hearing and deferred action to 11/25/03 meeting; On 11-25-03, BOS approved.
Zoning Ordinance Amendment relative to Civil Penalties.	09/16/03CPC		10/21/03CPC; 12/17/03BOS	B.Poole; T.Barclay	On 07/15/03, CPC requested staff to schedule for discussion at the 09/16/03 regular Work Session; On 09/16/03, CPC set date of 10/21/03 for public hearing; On 10/21/03, CPC recommended approval; Staff to request BOS to schedule public hearing; On 11/12/03, BOS set date of 12/17/03 for public hearing; On 12/17/03, BOS approved.

## WORK PROGRAM

June 2004

Completed Projects	Work Session		Public Hearing	Project Leader	Project Status
	Date	Comments	Date		
Proposed Draft <u>Etrick Village Plan</u> and related Ordinance Amendments.	10/21/03CPC		11/18/03CPC; 01/14/04BOS	S. Haasch	On 07/15/03, CPC requested staff schedule work session on 10/21/03; On 10/21/03, CPC set date of 11/18/03 for public hearing; On 11/18/03, CPC recommended approval; Staff to request BOS to set public hearing date; On 12/17/03, BOS scheduled 01/14/04 for public hearing; On 01/14/04, BOS approved.
Subdivision Lot Area Requirements relative to Electric Transmission and Gas Pipeline Easements and Floodplains, Wetlands and Buffers.	05/15/01-CPC; 11/20/01-CPC; 12/18/01-CPC; 01/29/02-CPC, 04/16/02-CPC; 06/17/03CPC	(Committee: S. Litton and R. Gulley to include Laura Lafayette, Scott Camp, Don Koonce, David Root, Jeff Collins and Diana Parker.)		B. Poole; D.Hainley	CPC scheduled for Work Session discussion @ 3pm on 01/29/02; CPC appointed S. Litton & R. Gulley to committee and directed staff to recruit interested parties to serve; Committee to schedule meeting & report in 60 days; CPC appointed members of development/environmental community to serve on Committee & requested update at 04/16/02 CPC Work Session; Committee meetings scheduled on 04/08/02 and 04/29/02; Committee met on 04/09/02 and scheduled to meet on 04/29/02; Additional meetings will be scheduled following receipt of information from Committee members; Project on hold pending outcome of Commission's discussions relative to Residential Density Calculation (Lot Area Definition); Scheduled for Work Session discussion on 06/17/03; On 06/17/03, CPC requested Committee meet to determine if the Committee should continue working on the project in light of the proposed Ordinance Amendment under "Residential Lot Area Definition; Completed 03/16/04.
Chesterfield County Growth Analysis Project.	Periodic updates.			G.Larson	Board of Supervisors' assigned project; Staff updated CPC on project status at 02/19/02 Work Session; Staff provided update to CPC via 04/08/02 memo at 07/16/02 Work Session; Staff awaiting completion of transportation analysis prior to producing draft report; Staff working on draft report. Staff provided briefs to CPC & BOS; Final report scheduled for completion in January 2004; Final report to CPC/BOS in March 2004; Information provided to CPC & BOS; Completed 03/16/04.
Proposed 2004-2005 Planning Department Major Projects.	11/18/03CPC; 12/16/03CPC			G.Larson	On 11/18/03, Discussion was held and CPC requested staff provide additional information at 12/16/03 Work Session; On 12/16/03, CPC recommended approval and forwarded to BOS for consideration through Planning Department annual budget; Completed 04/14/04.

## WORK PROGRAM

June 2004

Completed Projects	Work Session		Public Hearing	Project Leader	Project Status
	Date	Comments	Date		
<u>Public Facilities Plan.</u>	02/20/01-CPC; 05/20/03-CPC; 06/19/03CPC; 08/19/03CPC; 10/27/03CPC; 12/16/03CPC; 01/22/04CPC; 01/29/04CPC.		11/18/03CPC; 01/29/03CPC; 02/17/04CPC; 04/14/04BOS.	C. Schlaudt	On 05/20/03, CPC scheduled 06/19/03 for Special Work Session; On 06/19/03, discussion deferred indefinitely; On 07/15/03, CPC requested staff provide possible meeting dates for scheduling Special Work Session date in Oct. 03; On 08/19/03, CPC set date of 10/27/03 for special Work Session; On 10/27/03, CPC set date of 11/18/03 for public hearing re: school section of Plan; CPC to schedule future work session to consider remaining elements of Plan; On 11/18/03, CPC closed public hearing and deferred to 12/16/03 work session to allow staff opportunity to provide timetable for future work session/public hearing on complete <u>Plan</u> ; On 12/16/03, CPC scheduled 01/22/04 for special work session and scheduled 01/29/04 for special work session and public hearing; On 01/22 and 01/29/04, CPC held work sessions/public hearing; On 01/29/04, CPC closed public hearing and deferred action to 02/17/04 meeting at 7:00 p. m.; On 02/17/04, CPC recommended approval; Staff to request BOS to set public hearing date; On 03/24/04, BOS scheduled date of 04/14/04 for public hearing; On 04/14/04, BOS approved.
Ord. Amdmt. Re: Residential Uses in "O" & "C" Dists. Within Matoaca/Ettrick Core Village Commercial Areas.			02/17/04CPC; 04/14/04BOS.	J. Bowling	On 01/20/04, CPC set date of 02/17/04 for public hearing; On 02/17/04, CPC recommended approval; Staff to request BOS to set date for public hearing; On 03/10/04, BOS scheduled date of 04/14/04 for public hearing; On 04/14/04, BOS approved.
Public Notification of Pending Planning and Development Proposals. <del>Developer Notification of Pending Zoning Applications.</del>	02/17/04CPC; 05/18/04CPC.			B. Rogers G. Larson	On 01/20/04, CPC deferred to 02/17/04 Work Session for further discussion; Staff to provide followup report on final results of study on 05/18/04; <b>Completed on 05/18/04.</b>
Review of Commercial Development Light Fixture Color Standards.	05/18/04CPC			G. Allen	On 02/17/04, CPC requested staff provide language relative to regulation of color of commercial development lighting fixtures; <b>Completed on 05/18/04..</b>
Ordinance Amendment to Require Conditional Use in C-3 District relative to Motor Vehicle Sales.	01/20/04CPC; 02/17/04CPC.		03/16/04CPC; 05/26/04BOS	B. Poole	On 06/17/03, CPC added project to Work Program; CPC requested staff meet with dealership owners and bring back report for review at a future date to be determined; On 10/24/03, staff met with VADA/VIADA; Staff to provide update at 01/20/04 work session; On 01/20/04, CPC deferred to 02/17/04; Meeting scheduled with dealer reps. on 02/02/04; On 02/17/04, CPC set date of 03/16/04 for public hearing; On 03/16/04, CPC recommended denial of amendment to require CU; recommended approval of amendment to add a new restriction & forwarded to BOS for consideration; Staff to request BOS to schedule public hearing; On 04/28/04, BOS set date of 05/26/04 for public hearing; <b>On 05/26/04, BOS approved.</b>

\*\*The Completed Planning Commission Projects List of the Work Program reflects projects that have been reviewed by the Planning Commission and approved or, if required by law, approved by the Board of Supervisors.